

CITIZENS ADVISORY COMMITTEE (CAC)  
OF THE MASS TRANSIT DEPARTMENT BOARD (MTDB)  
August 15, 2017

MEETING MINUTES

1. **Call to Order and Roll Call.** Meeting was called to order at 2:06PM. The following Committee

Members answered to roll call:

	<u>Present</u>	<u>Absent</u>
MO – George Zavala, Chair	P	
D1 – Don Pearson	P	
D2 – Vacant		
D3 – Everardo Sanchez		A
D4 – Rebecca Hernandez	P	
D5 – Aziz Afravi	P	
D6 – Oscar Lozoya, Vice-Chair		A
D7 – Noemi Rojas		A
D8 – Leah M. Wood	P	
ALT – Mark C. Steele	P	
ALT – Vacant		
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2. **Public comment.** Issue about crosswalk next to Albertson's Store on Montwood Street and George Dieter not being accessible was brought up. A comment on commending a driver for helping a passenger find her phone was also made.
3. **Approval of minutes of last meeting.** Leah Wood moved to approve minutes on next CAC meeting, Mark Steele seconds motion. All in favor; none opposed; motion passes unanimously.
4. **Discussion and action to appoint Lori Vugteveen as an Alternate member of CAC.** Leah Woods reads Lori's resume and background information. Motion to appoint Lori Vugteveen as Alternate member of CAC is made, Leah Woods moves to approve, Mark Steele and Aziz Afravi second motion. All in favor; none apposed; motion passes unanimously.
5. **Discussion and update on External and Internal Voice Announcements.** Annunciation of bus was added to the training coach operator's agenda. Several options were discussed for training and guest speakers for more ADA Sensitivity Training, including Texas Workforce and National Federation of the Blind
6. **Discussion and update on placards for the bus stops.** Gabriel Mendez states 70% of Placards are done and are all made out of aluminum. Phase 1 will replace vandalized placards, phase 2 will replace the rest of the old placards. Eventually any/all Sun Metro stops will have a placard.
7. **Presentation and update on Brio Routes.** Frank Benavidez starts with Alameda Brio being 35% done and looking to demolish dilapidated building to make room for new buses. Secondly, Dyer Brio being 30% complete and finally Montana Brio design being underway and looking to have it operational by early 2020.
8. **Discussion and update on monthly Paratransit Advisory Committee meeting.** No meeting, therefor no discussion.
9. **Monthly Report on Paratransit [LIFT] Services for period ending June 30, 2017 and July 30, 2017.** Julio Perez read report statistics for both months.
10. **Director's Report [Sun Metro].**

- A. Monthly Customer Service Report for Fixed Route.** George Myers read reports and points out decrease in customer service reports from June to July.
- B. Monthly Ridership and Operations Report for Fixed Route.** Jay Banasiak read reports, no significant change from May to June. July report not available will read statistics at next month's CAC meeting.
- 11. Opportunity for committee members to request a staff report on items of interest over which the Board has authority. Discussion of items announced at this meeting will take place during the next regularly scheduled meeting.**
- 12. Call to Adjourn.** Chair asked for motion to adjourn the meeting at 4:04pm. Seconded by Mark Steele and Leah Wood. All in favor; none opposed; motion passes unanimously.

Approved by:

/s/ Jay Banasiak  
Department Head/Board Secretary